



Policy: 4420
Procedure: 4420.02
Chapter: Education
Rule: Basic
Education
Needs

Effective: 7/30/08
Replaces: 4420
Dated: 02/27/1998

Purpose:

The Arizona Department of Juvenile Corrections (ADJC) Education System identifies a student's basic educational needs and provides means for addressing those needs.

Rules:

1. The **GUIDANCE COUNSELOR** shall:
 - a. Ensure the educational needs of each student are initially assessed upon enrollment to include:
 - i. Requesting individual educational records from previous schools;
 - ii. Assigning an academic program schedule that meets the student's assessed educational needs including:
 - (1) Special education;
 - (2) English Language Learner; and/or
 - (3) Vocational training needs.
 - iii. Collaborating with the Diagnostician to see that all State and Federal regulations involving special education services for identified students are followed.
 - b. Develop a basic school schedule for each student that includes elementary or high school courses that provide the necessary required credits for graduation;
2. The **SITE PRINCIPAL** shall ensure:
 - a. Classroom teachers utilize a variety of teaching strategies that meet individual needs in both group and individual activities;
 - b. Library materials meet:
 - i. Approved educational, informational, and recreational needs; and
 - ii. Interests of the students.
 - c. Students capable of receiving high school credits:
 - i. Are enrolled in appropriate courses; and
 - ii. Have an opportunity to receive credit for those courses.
 - d. Elective education courses integrate:
 - i. Reading;
 - ii. Math; and
 - iii. Language arts.
 - e. Courses are available that award dual high school and/or community college credit.
 - f.
 - g. Age appropriate, capable, and approved students who express interest in obtaining a high school equivalency diploma have an opportunity to complete GED testing;
 - h. Students admitted to the Separation Unit receive daily educational services;
 - i. Students placed on bed rest by Health Services in excess of one day are provided assignments if medically able to complete them;
 - j. A student's educational participation and progress are considered in decisions regarding privileges, program advancement, and release;
 - k. For students who are released:

Procedure No. 4420.02 Basic Education Needs

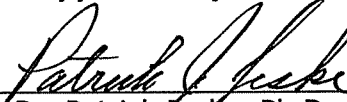
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- i. ADJC educational assessment information is shared with the serving public school upon receiving an appropriate written request;
- ii. ADJC special education transition teachers consult as needed with the serving public school personnel for completing additional assessments including:
 - (1) Special education review; and
 - (2) Admission procedures.
- iii. ADJC transition teachers consult as needed with the serving public school personnel for completing academic and vocational course assignments.

**Signature
Date**

4/14/08

Approved by Process Owner




Dr. Patrick Jeske, Ph.D., Education
Superintendent

Effective Date

7/30/08

Approved by


Michael D. Branham, Director